

5-5081

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT : Establishment of Position in WH Division,
DD/P

1. Subject request (Tab A) proposes the establishment of an additional position (Clerk-Typist GS-5) in the Budget and Fiscal element of WH Division. A recent survey of this element by the Management Staff recommended additional personnel.

2. Tab B indicates the concurrence of AD/P.

3. Tab C is a statement of the budgetary aspects of the proposal. The Comptroller indicates that funds will be available to meet the additional cost.

4. DD/P Admin. can provide for the additional slot within the current allocation of civilian positions.

5. Approval is recommended.

25X1A


Chief, Management Staff

Attachments:

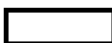
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Tab A-Memo for DD/A

fm  C/WH

25X1A

Tab B-Memo to ADD/A fm AD/P

Tab C-Memo dtd 5 Apr '54 fm 

APPROVED:

Date: _____


L. K. WHITE
Acting Deputy Director
(Administration)

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ORIGINAL DOCUMENT MISSING PAGE(S):

missing attachment to A, B, C